

Workforce Partnership of Greater Rhode Island

Executive Committee Minutes

April 7, 2009

Present: Steven Kitchin, Paul Harden, Michael Cassidy, Cynthia Farrell, Paul Ouellette, and Pat Talin. Guests and Staff: Mavis McGertrick, Christine Grieco, Brian Gambardella, and Gail DuPont.

With a quorum present, Chair Steven Kitchin called the meeting to order at approximately 8:10 A.M. He welcomed everyone and introduced Brian Gambardella, fiscal manager for WPGRI federal funding. Steve asked everyone to review the minutes from the previous meeting on February 3, 2009.

VOTE: Pat Talin motioned to accept the minutes as presented. Mike Cassidy seconded. The motion passed unanimously.

CHAIRMAN'S REPORT:

Steve reported that the National Association of Workforce Board Conference in Washington, D.C. in March was very productive. The sessions and keynote speakers were interesting and there was a lot of discussion regarding the implementation of the stimulus dollars and getting the dollars on the street as quickly as possible. Steve, Paul Ouellette and Christine Grieco had an opportunity to meet with Senator Whitehouse, Representative Langevin and an aide to

Representative Kennedy.

Steve attended the Governor's Press Conference on March 30th announcing an additional \$17 million dollars to Rhode Island's WIA allocation as a result of the stimulus bill. Paul Harden, Paul Ouellette, and Christine Grieco were also in attendance.

EXECUTIVE DIRECTOR'S REPORT:

In January the board voted to approve an additional \$400,000 to the One-Stop Centers to increase Core and Intensive Services. The WIA Plan for PY07-09 needs to be modified to reflect the increase in the number of people served and to amend the current rate of unemployment. SWIO will review the document for possible changes before it is sent for signatures. Discussion followed debating the need for the board to vote on the plan modification as they have already voted to increase the funding to the One-Stop Centers. The plan modification will be discussed at the board meeting and decided by the members if an additional vote is required.

One-Year WIA Plan. A draft of the one-year plan extension for Program Year July 1, 2009 through June 30, 2010 was reviewed. A public hearing has been scheduled for April 9, 2009 at the Department of Labor and Training Conference Room 73-1. Items that need to be added into the document include the Needs Related Policy, the employer match costs for customized training program and a current board member list. If the board members have not been approved by

the governor, the plan will receive a conditional certification.

VOTE: Pat Talin motioned to recommend the board approve of the Draft of the One-Year Plan for Program Year July 1, 2009 through June 30, 2010 with amendments. Paul Harden seconded. The motion passed unanimously.

Corporate ARRA Youth Stimulus Funding Agreement for PY08 is a financial agreement between WPGRI and Rhode Island Department of Labor and Training for stimulus funds in the amount of \$154,761. The purpose of these funds is to hire four new staff members to service the state's youth population in the Youth Centers. They will concentrate on eligibility of youth, program compliance, supportive services, technical assistance and monitoring of the program. Concerns were raised regarding the \$15,000 allocated for video expense in the budget. Questions the committee would like answered before this line item would be approved are: what the video would be used for, who would view it, how often it would be viewed, what the purpose is, and why it is needed.

VOTE: Paul Harden motion to recommend the board approve the agreement contingent upon a full explanation of the purpose of the video. Pat Talin seconded. The motion passed unanimously.

Staffing Christine announced that four new employees have been hired. Brian Gambardella as Financial Manager, Sharon Geoffrey as

E&T Monitor Evaluation Specialist reporting to Carlos, Diane Vendetti, Coordinator and Lisa Rose as Administrative Assistant. A senior monitor position is still vacant. Eight people, four on the corporate side and four on the state side, will be hired on a full-time temporary basis to staff the Youth Centers Summer Program.

COMMITTEE REPORTS:

Board Development Paul Ouellette referred to two resumes included in the packets. Wendy Kagan from Bank Newport and Courtney Murphy from General Dynamics Electric Boat have been submitted to the governor for his approval as board members. Paul Ouellette stated two additional people have expressed interest in serving on the board if a position becomes available. Lee Lewis from Junior Achievement has been nominated for the Youth Council.

VOTE: Mike Cassidy motioned to appoint Lee Lewis to the Youth Council. Pat Talin seconded. The motion passed unanimously.

Strategic Development Paul Harden gave a brief updated on the CVS pharmacy call center. DLT and the WIBs have been working hard to recruit and screen candidates with at least a 12 grade reading and math level. CCRI has an approved program and the Providence Skill Center is in the process of getting their training program certified. Candidates passing the national exam will be certified as Pharmacy Tech 2. The OJT program will be implemented by Employer Service Representatives for the ISDI partners and any other

trade that has an industry certification. A presentation on customized training held at DLT was attended by 35 employers. Plans to market this program to human resources affiliates and to chambers of commerce will begin in the near future.

Youth Council Cynthia Farrell referred to the chart in the packets listing funding for the 2009 Youth Workforce Services.

Steven Kitchen and Paul Ouellette recused themselves at this time. Pat Talin assumed the leadership of the meeting.

Cynthia explained that money not spent or obligated is returned and can be awarded to the next program on the list that can be fully funded.

VOTE: Cynthia Farrell motioned to fund Family Resources summer program for 25 youths. Mike Cassidy seconded. There were two abstentions. The motion passed.

Steven Kitchen and Paul Ouellette rejoined the meeting.

Cynthia stated 200 people were in attendance at the bidders' conference for the Summer Youth Program. She urged board members to complete the Volunteer Reader forms included in their packets as a large number of proposals are expected by the due date of April 20th.

Quality Assurance Mike Cassidy reported the committee is putting together a monitoring schedule for the One-Stop Centers which will begin this summer. He referred to the four performance reports included in the packets. The Plan/Contracted versus Actual Report indicates all categories have exceeded contracted percentage rates. The second quarter and rolling four quarter reports show failing grades in a number of youth sectors. Due to past failure in the youth category we are under a state technical assistance plan. If the same measure fails two years in a row the federal government has the option of sending in technical assistance.

OLD BUSINESS: There was no old business to come before the committee.

NEW BUSINESS: There was no new business to come before the committee.

VOTE Mike Cassidy moved to adjourn the meeting at approximately 9:55 A.M.

Pat Talin seconded. The motion passed unanimously.

The next Executive Committee meeting is scheduled for May 5, 2009.

Respectfully submitted,

Gail DuPont

Administrative Assistant